



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

Oversight Board of the Successor Agency to the Paso Robles Redevelopment Agency

AGENDA

Friday, September 27, 2013 - 3:00 PM

**MEETING LOCATION: PASO ROBLES LIBRARY/CITY HALL
LARGE CONFERENCE ROOM, 1000 SPRING STREET, 2nd FLOOR**

3:00 PM – CONVENE REGULAR MEETING

CALL TO ORDER

ROLL CALL Board members Nick Gilman, Mary Jarvis, Sandee McLaughlin, Tom Flynn, Ed Gallagher, Frank Mecham, and Chris Iversen,

PUBLIC COMMENTS

OLD BUSINESS

- 1. Approval of Minutes of the Oversight Board Meeting of March 5, 2013**

NEW BUSINESS

- 2. Recognized Obligation Payment Schedule (ROPS) and Administrative Budget for January 1 – June 30, 2014**

AB 1484 requires that: the ROPS and Administrative Budget be approved by the Oversight Board; ROPS approval resolutions be forwarded to the State Department of Finance (DOF) no later than October 1, 2013; and DOF shall have final approval authority over the ROPS.

Recommendation: Adopt a Resolution Approving a Recognized Obligation Payment Schedule Pursuant to Health and Safety Code Section 34177(l).

ADJOURNMENT to next meeting to be scheduled.

Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the members of the Oversight Board after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the City Clerk's Office, 1000 Spring Street, Paso Robles, CA, during normal business hours, and may be posted on the City's web site at <http://www.prcity.com/government/citycouncil/agendas.asp>.

AMERICANS WITH DISABILITIES ACT Any individual, who because of a disability needs special assistance to attend or participate in this meeting, may request assistance by contacting the City Clerk's Office (805) 237-3960. Whenever possible, requests should be made four (4) working days in advance of the meeting.



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

Oversight Board of the Successor Agency to the Paso Robles Redevelopment Agency

MINUTES

Tuesday, March 5, 2013 - 4:00 PM

**MEETING LOCATION: PASO ROBLES LIBRARY/CITY HALL
LARGE CONFERENCE ROOM, 1000 SPRING STREET, 2nd FLOOR**

4:00 PM – CONVENE REGULAR MEETING

CALL TO ORDER

ROLL CALL Board members Flynn, Gilman, Jarvis, Gallagher, and Iversen were present. Members McLaughlin and Mecham were absent.

PUBLIC COMMENTS None

OLD BUSINESS

- 1. Approval of Minutes of the Oversight Board Meeting of February 25, 2013**
It was moved by Member Gilman, seconded by Member Jarvis, and passed 4-0-1 to approve the minutes of the February 25, 2013 meeting as presented; Member Flynn abstained.

NEW BUSINESS

- 2. Due Diligence Review of Redevelopment Fund**
It was moved by Member Jarvis, seconded by Member Gilman, and passed unanimously to adopt Resolution 13-002 to adopt a resolution to approve the Due Diligence Review of the LMIH Fund pursuant to AB 1484.

ADJOURNMENT to next meeting to be scheduled.

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AGENDA ITEM 2

TO: Honorable Chairperson and Members of the Oversight Board of the
Successor Agency to the Dissolved Paso Robles Redevelopment Agency

FROM: Ed Gallagher, Community Development Director, City of Paso Robles

SUBJECT: Resolution of the Oversight Board of the Successor Agency to the dissolved Paso
Robles Redevelopment Agency approving an Administrative Budget and Recognized
Obligation Payment Schedule for the Period January 1 through June 30, 2014
pursuant to Health and Safety Code Section 34177

DATE: September 27, 2013

FACTS

1. On June 27, 2012, AB 1484 was enacted. This bill amends the Redevelopment Dissolution Act (AB 1X 26) to establish new deadlines for review and recommendations on Recognized Obligation Payment Schedules (ROPS). Health and Safety Code Section 34177(m) now requires that the Successor Agency submit an Oversight Board-approved ROPS, for the period January 1 through June 30, 2014 (aka ROPS 13-14B), to the State Department of Finance (DOF) by October 1, 2013. Failure to meet this deadline will subject the Successor Agency to fines of \$10,000 per day.
2. Section 34177(m) provides that ROPS 13-14B must be submitted on a form approved by DOF. Exhibit B of the attached resolution to adopt ROPS 13-14B is a draft ROPS prepared on the form recently revised by DOF.
3. Section 34177 also requires that the Oversight Board review and approve an Administrative Budget of the Successor Agency covering each six-month fiscal period. Exhibit A to the attached resolution is a draft Administrative Budget for the period January 1 through June 30, 2014.
4. CEQA: Approval of a ROPS does not commit the Oversight Board to any actions that may have a significant effect on the environment. As a result, such action does not constitute a project subject to the requirements of the California Environmental Quality Act (CEQA).
5. Fiscal Impact: No funds are involved with the approval of the Administrative Budget or ROPS.

RECOMMENDATION

Staff recommends that the Oversight Board, by motion, approve and adopt the attached resolution.

ATTACHMENTS

1. Oversight Board Resolution No. 13-003 (ROPS 13-14B)

RESOLUTION NO. 13-003

A RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE
DISSOLVED PASO ROBLES REDEVELOPMENT AGENCY APPROVING THE
SUCCESSOR AGENCY'S ADMINISTRATIVE BUDGET AND RECOGNIZED OBLIGATION
PAYMENT SCHEDULE PURSUANT TO
HEALTH AND SAFETY CODE SECTION 34177 (ROPS 13-14B)

WHEREAS, pursuant to Health and Safety Code Section 34173(d), the Successor Agency ("RDA Successor Agency") is the successor agency to the dissolved Paso Robles Redevelopment Agency ("Agency"), confirmed by Resolution No. 12-005 adopted on January 17, 2012; and

WHEREAS, the Oversight Board is the RDA Successor Agency's oversight board pursuant to Health and Safety Code Section 34179(a); and

WHEREAS, Health and Safety Code section 34177(j) requires the RDA Successor Agency to prepare a proposed administrative budget ("Administrative Budget") for each six-month fiscal period, and submit to it to the Oversight Board for approval; and

WHEREAS, the RDA Successor Agency has prepared and submitted the Administrative Budget for the period January 1, 2014 to June 30, 2014, to the Oversight Board; and

WHEREAS, Health and Safety Code Section 34177(l) requires the RDA Successor Agency to prepare and submit to the Oversight Board for approval a Recognized Obligation Payment Schedule "ROPS" covering each six-month fiscal period; and

WHEREAS, the RDA Successor Agency has prepared a ROPS covering January 1, 2014 through June 30, 2014 ("ROPS 13-14B"), and has submitted said ROPS to the Oversight Board for approval;

NOW, THEREFORE, THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE DISSOLVED PASO ROBLES REDEVELOPMENT AGENCY DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

SECTION 2. CEQA Compliance. The approval of the Administrative Budget and the ROPS for the period covering January 1, 2014 through June 30, 2014 through this Resolution does not commit the Oversight Board to any action that may have a significant effect on the environment. As a result, such action does not constitute a project subject to the requirements of the California Environmental Quality Act.

SECTION 3. Approval of the Administrative Budget. The Oversight Board hereby approves and adopts the Administrative Budget for the period covering January 1, 2014 through June 30, 2014 in substantially the form attached to this Resolution as Exhibit A, pursuant to Health and Safety Code section 34177.

SECTION 4. Approval of the ROPS 13-14B. The Oversight Board hereby approves and adopts the ROPS 13-14B, in substantially the form attached to this Resolution as Exhibit B, pursuant to Health and Safety Code Section 34177.

SECTION 5. Implementation. The Oversight Board hereby directs the RDA Successor Agency to submit copies of the ROPS approved by the Oversight Board to the County of San Luis Obispo Auditor-Controller, the State of California Controller and the State of California Department of Finance after the adoption of this Resolution but in any event prior to October 1, 2013, and to post the ROPS on the RDA Successor Agency's website.

SECTION 6. Severability. If any provision of this Resolution or the application of any such provision to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Resolution that can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are severable. The Oversight Board declares that the Oversight Board would have adopted this Resolution irrespective of the invalidity of any particular portion of this Resolution.

SECTION 7. Certification. The City Clerk of the City of El Paso de Robles, acting on behalf of the Oversight Board as its Secretary, shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 27th day of September, 2013, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Chris Iversen, Chair

ATTEST:

Ed Gallagher, Secretary to the Oversight Board

EXHIBIT A

Administrative Budget

[Attached behind this page]

Administrative Budget
 Successor Agency to the Paso Robles Redevelopment Agency

	Budget FY11/12	Budget FY12/13	Budget FY13/14	Budget FY14/15
EMPLOYEE SERVICES				
Full Time Regular	\$175,000	\$175,000	\$225,000	\$225,000
Total Employee Services	\$175,000	\$175,000	\$225,000	\$225,000
MAINTENANCE & OPERATIONS				
Materials & Services	\$2,000	\$2,000	\$2,000	\$2,000
Professional Services	\$10,000	\$10,000	\$10,000	\$10,000
Legal Services	\$60,000	\$60,000	\$10,000	\$10,000
Education, Travel & Meetings	\$3,000	\$3,000	\$3,000	\$3,000
Total Maintenance & Operations	\$75,000	\$75,000	\$25,000	\$25,000
DIVISION TOTAL	\$250,000	\$250,000	\$250,000	\$250,000

<u>Staff</u>	<u>Hours/Year</u>	<u>Hourly Rate</u>	<u>Yearly Cost</u>
Jim App	260	\$180	\$46,800
Ed Gallagher	300	\$180	\$54,000
Jim Throop	300	\$180	\$54,000
Meg Williamson	60	\$180	\$10,800
Deanne	300	\$170	\$51,000
Caryn Jackson	60	\$100	\$6,000
Total			<u>\$222,600</u>
		<u>(Includes July 1, 2012 increase)</u>	
Employee Costs	<u>\$175,000</u>	<u>\$175,000</u>	<u>\$225,000</u>
Total Employee Costs	\$175,000	\$175,000	\$225,000
Successor Agency Legal Fees	\$50,000	\$50,000	\$0
Oversight Board Legal Fees	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$10,000</u>
Subtotal Legal Fees	\$60,000	\$60,000	\$10,000
Materials & Services			
Printing	\$1,000	\$1,000	\$1,000
Office materials	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$1,000</u>
Subtotal Materials	\$2,000	\$2,000	\$2,000
Professional Services			
Education, Travel & Meetings	\$10,000	\$10,000	\$10,000
	<u>\$3,000</u>	<u>\$3,000</u>	<u>\$3,000</u>
Subtotal Prof. Services/Travel/Training	\$13,000	\$13,000	\$13,000
Total Maintenance & Operations	\$75,000	\$75,000	\$25,000
DIVISION TOTAL	<u>\$250,000</u>	<u>\$250,000</u>	<u>\$250,000</u>

EXHIBIT B

ROPS 13-14B

[to be inserted]

Recognized Obligation Payment Schedule (ROPS 13-14B) - Summary

Filed for the January 1, 2014 through June 30, 2014 Period

Name of Successor Agency: El Paso De Robles
Name of County: San Luis Obispo

Current Period Requested Funding for Outstanding Debt or Obligation	Six-Month Total
Enforceable Obligations Funded with Non-Redevelopment Property Tax Trust Fund (RPTTF)	
A Funding Sources (B+C+D):	\$ 2,457,676
B Bond Proceeds Funding (ROPS Detail)	2,457,676
C Reserve Balance Funding (ROPS Detail)	-
D Other Funding (ROPS Detail)	-
E Enforceable Obligations Funded with RPTTF Funding (F+G):	\$ 1,078,254
F Non-Administrative Costs (ROPS Detail)	953,254
G Administrative Costs (ROPS Detail)	125,000
H Current Period Enforceable Obligations (A+E):	\$ 3,535,930
Successor Agency Self-Reported Prior Period Adjustment to Current Period RPTTF Requested Funding	
I Enforceable Obligations funded with RPTTF (E):	1,078,254
J Less Prior Period Adjustment (Report of Prior Period Adjustments Column U)	(100,000)
K Adjusted Current Period RPTTF Requested Funding (I-J)	\$ 978,254
County Auditor Controller Reported Prior Period Adjustment to Current Period RPTTF Requested Funding	
L Enforceable Obligations funded with RPTTF (E):	1,078,254
M Less Prior Period Adjustment (Report of Prior Period Adjustments Column AB)	-
N Adjusted Current Period RPTTF Requested Funding (L-M)	1,078,254

Certification of Oversight Board Chairman:
Pursuant to Section 34177(m) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named agency.

Name	Title
/s/	
Signature	Date

Recognized Obligation Payment Schedule (ROPS) 13-14B - Report of Fund Balances
(Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177(l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by enforceable obligation.

A	B	C	D	E	F	G	H	I	J	K	
Fund Balance Information by ROPS Period		Fund Sources								Comments	
		Bond Proceeds		Reserve Balance		Other	RPTTF		Total		
		Bonds Issued on or before 12/31/10	Bonds Issued on or after 01/01/11	Review balances retained for approved enforceable obligations	RPTTF balances retained for bond reserves	Rent, Grants, Interest, Etc.	Non-Admin	Admin			
ROPS III Actuals (01/01/13 - 6/30/13)											
1	Beginning Available Fund Balance (Actual 01/01/13) Note that for the RPTTF, 1 + 2 should tie to columns L and Q in the Report of Prior Period Adjustments (PPAs)	3,314,691					(358,108)		\$ 2,956,583		
2	Revenue/Income (Actual 06/30/13) Note that the RPTTF amounts should tie to the ROPS III distributions from the County Auditor-Controller					2,790	466,496		\$ 469,286		
3	Expenditures for ROPS III Enforceable Obligations (Actual 06/30/13) Note that for the RPTTF, 3 + 4 should tie to columns N and S in the Report of PPAs					2,790	2,300,439		\$ 2,303,229		
4	Retention of Available Fund Balance (Actual 06/30/13) Note that the Non-Admin RPTTF amount should only include the retention of reserves for debt service approved in ROPS III								\$ -		
5	ROPS III RPTTF Prior Period Adjustment Note that the net Non-Admin and Admin RPTTF amounts should tie to columns O and T in the Report of PPAs.	No entry required						100,000	-	\$ 100,000	
6	Ending Actual Available Fund Balance (1 + 2 - 3 - 4 - 5)	\$ 3,314,691	\$ -	\$ -	\$ -	\$ -	\$ (2,192,051)	\$ -	\$ 1,022,640		
ROPS 13-14A Estimate (07/01/13 - 12/31/13)											
7	Beginning Available Fund Balance (Actual 07/01/13) (C, D, E, G, and I = 4 + 6, F = H4 + F6, and H = 5 + 6)	\$ 3,314,691	\$ -	\$ -	\$ -	\$ -	\$ (2,092,051)	\$ -	\$ 1,122,640		
8	Revenue/Income (Estimate 12/31/13) Note that the RPTTF amounts should tie to the ROPS 13-14A distributions from the County Auditor-Controller						1,210,021		\$ 1,210,021		
9	Expenditures for 13-14A Enforceable Obligations (Estimate 12/31/13)						1,232,521		\$ 1,232,521		
10	Retention of Available Fund Balance (Estimate 12/31/13) Note that the RPTTF amounts may include the retention of reserves for debt service approved in ROPS 13-14A								\$ -		
11	Ending Estimated Available Fund Balance (7 + 8 - 9 - 10)	\$ 3,314,691	\$ -	\$ -	\$ -	\$ -	\$ (2,114,551)	\$ -	\$ 1,100,140		

Recognized Obligation Payment Schedule 13-14B - Notes

January 1, 2014 through June 30, 2014

Item #	Notes/Comments
PPA 12	The Successor Agency was required to return \$1,202,730 pursuant to DOF review of DDR
PPA 13	The Successor Agency had a prior period pass through obligation from 2011-12 that was owed and paid during the ROPS III period
ROPS 7	Please note that these costs have been advanced by the City of Paso Robles and the Agency will repay them from bond proceeds.
ROPS 11	As shown in the fund balance statement, the Agency is in deficit and will be recommending that the Oversight Board enter into an agreement to reimburse the City for costs incurred for which there was no funding.